

# Access, Record, and Print Immunization Records

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**Note:** You must subscribe to KidKare Accounting to record and access immunization records. [Click here to learn more.](#)

1. From the menu to the left, click **Home**.
2. Click **My Participants**.

**Note:** According to your display settings, this option may be called something else, such as My Kids. For more information, see [Set Display Settings](#).

3. Click the participant for whom to add/view/print immunization records. The Participant Information page opens. Immunization records display in the **Immunization** section.

**Immunization**

- DTP: Diphtheria, Tetanus, Pertussis vaccine, Oral Polio vaccine +
- MMR: Measles, Mumps, Rubella vaccine +
- Polio +
- Hib: Haemophilus influenza type B vaccine +
- Varicella Vaccine: Chicken Pox vaccine +
- HBV: Hepatitis B virus vaccine +
- PCV (Prennar): Pneumococcal Conjugate +
- HAV: Hepatitis A virus vaccine +
- Rotavirus +
- Influenza +

Next Vaccination Reminder Date

**Print** **Save**

4. To record immunization records:
  - a. Click **+** next to the vaccination to record.
  - b. Click the **Date** box and enter the date. You can also click to select the date from a calendar.
  - c. Click **Save**.
5. To remove immunization records:
  - a. Click **-** next to the vaccination to remove.
  - b. Click **Save**.
6. To print immunization records:
  - a. Click to collapse all other sections on the Participant Information page, if needed.
  - b. Type **Ctrl + P**.

c. Click **Print**.